

R&T - F

Donated Services Forms

Donated services time sheet

Committee meeting log

Committee Meeting Log

Committee	Grant No. DD-														
<p>Valuation Basis (may not include members whose salaries are from federal funds):</p> <ul style="list-style-type: none"> • Hours of meeting • Estimated salary range of committee members • Estimated hourly salaries <p>For convenience, a mean hourly wage of committee members may be calculated. All estimates and calculations should be conservative. Maintain documentation of calculation basis.</p>															
Committee meeting date	Timeframe to														
Members Attending <i>(or attach minutes of meeting that includes date, time convened, time adjourned, and members present)</i>															
Valuation															
<table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Hours of meeting</td> <td style="width: 10%;"></td> <td style="width: 25%;">Hourly wage</td> <td style="width: 10%;"></td> <td style="width: 20%;">Members present</td> <td style="width: 10%;"></td> <td style="width: 10%;">Total</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">X</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">=</td> <td style="text-align: center;">_____</td> </tr> </table>	Hours of meeting		Hourly wage		Members present		Total	_____	X	_____	X	_____	=	_____	
Hours of meeting		Hourly wage		Members present		Total									
_____	X	_____	X	_____	=	_____									
Signature of Financial Administrative Authority	Signature of Project Director														